



# Department of Defense DIRECTIVE

NUMBER 5545.2

July 22, 1996

Certified Current as of November 21, 2003

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USD(C)

SUBJECT: DoD Policy for Congressional Authorization and Appropriations Reporting Requirements

Reference: (a) DoD Directive 5545.2, "DoD Policy for Congressional Authorization and Appropriations Actions," August 20, 1979 (hereby canceled)

## 1. REISSUANCE AND PURPOSE

This Directive reissues reference (a) and updates policy and responsibilities for taking action in response to reporting and other requirements contained in Department of Defense and Military Construction Appropriations and Authorization Acts and the congressional reports that accompany them.

## 2. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, and the Defense Agencies (hereafter referred to collectively as "the DoD Components").

## 3. POLICY

It is the policy of the Department of Defense that appropriate action shall be taken in response to all statutory requirements contained in Authorization and Appropriation Acts and in response to congressional concerns expressed in House, Senate, and Conference reports on those Acts.

#### 4. RESPONSIBILITIES

##### 4.1. The Under Secretary of Defense (Comptroller) shall:

4.1.1. Act as the focal point for all congressional report requirements contained in Department of Defense Authorization and Appropriations Acts and the congressional reports that accompany them.

4.1.2. Review the Acts and reports and identify all reporting requirements contained in those Acts and reports.

4.1.3. After informal coordination with the DoD Components, assign report preparation responsibility to the appropriate DoD Component.

4.1.4. Prepare monthly status reports concerning such reporting requirements.

##### 4.2. The General Counsel of the Department of Defense shall:

4.2.1. Upon enactment of the Department of Defense Authorization and Appropriations Acts, review each such Act to determine what statutory duties and responsibilities have been specifically assigned to the Secretary of Defense by those Acts.

4.2.2. Prepare delegations of authority for the Secretary of Defense covering the statutory duties and responsibilities of the Secretary of Defense under those Acts. The delegations shall incorporate the assignments made by the Under Secretary of Defense (Comptroller) (USD(C)) on statutory reporting requirements.

4.3. The Under Secretaries of Defense, the Assistant Secretaries of Defense, the Assistants to the Secretary of Defense, the Chairman of the Joint Chiefs of Staff, the Secretaries of the Military Departments, and the Directors of Defense Agencies, under OSD Principal Staff Assistants and those reporting directly to the Secretary or Deputy Secretary of Defense, shall:

4.3.1. Separately review the Department of Defense and Military Construction Authorization and Appropriations Acts and accompanying reports to identify each statutory requirement and congressional recommendations, suggestions, reporting requirements, and expressions of concern that are applicable to that DoD Component.

4.3.2. Make recommendations concerning assignment of preparing reports to the Office of the Under Secretary of Defense (Comptroller) (OUSD(C)).

4.3.3. Prepare reports and submit those reports in accordance with the assignments made by the USD(C) and the Secretary's delegation of authority.

4.3.4. Provide the OUSD(C) with copies of all reports that are either submitted to the Secretary for transmittal to the Congress or submitted directly to the Congress or any of its committees by the DoD Component. Whenever possible, such reports shall be submitted to the OUSD(C) not later than two weeks before the date they are due to be submitted to the Secretary or the Congress or any of its committees.

4.3.5. Submit monthly status reports to the OUSD(C) concerning action taken in response to both statutory and congressional committee reporting requirements.

## 5. EFFECTIVE DATE

This Directive is effective immediately.

A handwritten signature in black ink, appearing to read "John P. White", is written over a horizontal line.

John P. White  
Deputy Secretary of Defense